

Washington State Department of Personnel  
**Class Specification**

**VOCATIONAL REHABILITATION COUNSELOR 2**  
353L

**Definition:**

Provides case management of a client caseload consisting of varying degrees of disabling conditions. Incumbents determine their own work methods within Federal and agency policies and provide needed vocational rehabilitation services.

**Distinguishing Characteristics:**

This is professional journey-level classification. Incumbents make independent case decisions involving the preparation of rehabilitation plans and encumber the authorization of funds for case services. Exercises independent judgment in assisting eligible clients in the selection of vocational goals and the services leading to employment. Independently contracts and authorizes expenditures for State/Federal funds with clients or vendors to provide varying degrees of individually planned diagnostic and/or rehabilitative services.

**Typical Work:**

Devises own work methods providing vocational services to a caseload;

Performs client intake and initial interviews and gathers information in determining eligibility assessments, plans, case management, and fiscal monitoring;

Fosters self reliance of clients, increases self-esteem of clients, identifies and reduces barriers for client self sufficiency/employment;

Interprets results of diagnostic testing and other vocational/rehabilitation assessment tools;

Develops written plan of rehabilitation with client's active participation, identifying vocational goal, intermediate objectives, and services necessary to achieve goals and objectives;  
Assesses client's progress throughout rehabilitation process and addresses any newly identified disabilities;

Assists client and employer with post employment services and provides employer with necessary accommodations;

Participates in statewide, regional, and unit staff meetings, classes, workshops, agency training opportunities, professional workshops, and conferences;

Performs other related duties as required.

**Knowledge and Abilities:**

Knowledge of: vocational counseling, psychology, sociology, applicable Federal and State laws related to vocational rehabilitation; medical services and terminology; prosthetic services; job training and educational preparation for employment; community resources.

Ability to: develop and carry out feasible rehabilitation plans for individuals; gain confidence and cooperation of vocationally disabled persons; write and speak effectively; establish and maintain effective working relationships.

**Legal Requirement(s):**

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.

**Desirable Qualifications:**

A Master's degree in rehabilitation counseling,

OR

A current Certification as a Rehabilitation Counselor by the Commission on Rehabilitation Counselor Certification,

OR

A Master's degree with at least 18 quarter or 12 semester credit hours specified as follows:

1. ONE graduate course with a primary focus on the Theories and Techniques of Counseling, and
2. THREE graduate courses, each with a primary focus on one of the following areas:

- a. Occupational Information
  - b. Job Development and Placement
  - c. Medical Aspects of Disabilities
  - d. Foundations of Rehabilitation
  - e. Psychological Aspects of Disabilities
  - f. Personal and Vocational Adjustment, and
3. TWO graduate courses, each with a primary focus on one of the following areas:
- a. Assessment
  - b. Research Methodology
  - c. Vocational and Career Development
  - d. Community Resources
  - e. Case Management
  - f. Delivery of Rehabilitation Services,

AND

Two years of paid experience as a vocational rehabilitation counselor or similar paid experience in vocational counseling, job placement, vocational assessment, or other areas of rehabilitation counseling.

**Class Specification History:**

New class: 1-11-91

Revised minimum qualifications: 11-15-91

Revised distinguishing characteristics and minimum qualifications: 11-19-99

Revised minimum qualifications: 1-14-2000

Revised minimum qualifications, effective: 11-9-01

Revised definition, salary increased, and title changed (formerly Voc. Rehab. Counselor): 10-1-03

New class code: (formerly 37090) effective July 1, 2007